

Loyola University Staff Senate

Meeting Minutes Tuesday, Oct. 14, 2014 – Seminar Room 4 – Monroe Library

Senators Present:

Bret Jacobs	Charles Marshall	Dianne Cousin	Eric Walsh
JoEva Flettrich	Joy David	Jo Eva Flettrich	Anastasia Ochoa
Crystal Forte	Andrea Rubin	Lyle Henderson	Jill Boatright
Karen Anklam	Glenn Davis	Allison Hotard	

Guests:

Robbie Reed, Asst VP for Student Affairs

Absent:

Shannon Duplantis, proxy to JoEva Flettrich
Christina Luwisch, proxy to Bret Jacobs
Kathy Gros
Rachel Clements
Angela Honora

1. **Call to Order** – The meeting was called to order at 2:05pm
2. **Introductions** – No report.
3. **Approval of the Minutes** – The minutes of the September 9, 2014 meeting were unanimously approved with no changes. Mr. Jacobs corrected 7f – Alice Clarks comments.
4. **Announcements/Correspondence** – Associate Vice President of Student Affairs Robbie Reed addressed the Staff Senate regarding the Tobacco Free Campus Initiative. SGA is going to pass the resolution, along with other committees. Implementation is planned to begin in August 2015. All state run universities have gone smoke-free in August 2014. Tulane joined the list. We are one of the few schools in Louisiana that is not smoke free. Our current policy is not in force, with designated smoking areas around campus. There have been many complaints about second hand smoking. The plan for Loyola is to go tobacco free on campus, rather than smoke free campus. The policy will go in effect for all on campus including vendors, contractors, and guests. There will be signs and other notifications around campus to make people aware of this. E-cigarettes will be band as well, due to unknown effects of second hand smoking. A \$25 ticket would be the fine if anyone is caught using tobacco on campus. Enforcement is a problem for many schools, and only warnings have been given out in some schools such as Tulane. There will be treatment opportunities for faculty and staff and those interested during this campaign. Our university is behind the national and state curve with implementing this campaign. Some concerns have been brought up such as it affecting our incoming enrollment. Another concern is for the community, where tobacco users would go to corners off campus leaving

debris on property, and other factors. A webpage is being formed for this initiative. Another thing to note is people don't have a constitutional right to smoke, although some state this. The campaign will make Loyola a cleaner and clearer campus. Tobacco won't be allowed on campus, rather than just the no smoking other universities have done. In the spring, notices will be coming that our campus will be tobacco free. Mr. Jacobs asked if there has been any reciprocity between Loyola and Tulane to honor tickets on both campuses to prevent community members from simply violating the rule on the adjacent campus. Mr. Reed indicated he would check into this. Ms. Forte mentioned United Healthcare said they have wellness programs available that we may be able to work with. Mr. Davis asked if we could receive a cut to premiums seeing we will be tobacco free campus. Contact Andrea Rubin if you have any questions or anything to address with this campaign.

5. **Chair's Report** – N/A

6. **Senate Vacancy** - Elections committee chose Anastasia Ochoa to replace open seat from Joe Forte. Committee is also running a nomination ballot for another open senate seat.

7. **Committee Reports** -

a. **Board of Trustees** (B. Jacobs) – Launch of capital campaign meeting on Thursday, with sub-committee meetings in afternoon. Strategic plan was approved by full board. The four initiatives will begin moving. Discussion for board was how much the financial cost would be, and the cost to kick start the initial steps. The college restructuring plan has formed a committee to make a final decision. Structure has to be nailed down first, then an implementation team will be chosen to start the second phase of the process. Plan is to be complete by January 2016. Two new bachelor programs were presented and were both approved. Recruiting will start immediately, and will strengthen enrollment for next year. Finance committee endowments are earning fairly well. The Dominican sisters are selling the Pink House on Broadway campus (Dominican Nuns property), and we will purchase it through the endowment.

b. **Campaign Council** (A. Hotard) – New website, www.campaign.loyno.edu with great videos. Fundraising has begun and will continue until 2017. Faculty/Staff Campaign will be included in this. Next fundraising phase will focus on the Tom Benson Jesuit Center.

c. **Committee on Mission and Identity** (L. Henderson) – The Jesuit order will only have 6 new Jesuits available for the 28 universities in the coming year. There has been a consistent decline in the numbers that are joining the order. Mission & Ministry are emphasizing the need to foster and develop the mission in lay members, and giving opportunities and programs to faculty/staff to introduce and strengthen the Jesuit & Catholic identity of Loyola. New programs and

initiatives include the Ignatian Staff Program with Robbie Reed, and the Belize Faculty/Staff Immersion Program during the summer. The plans are continuing for the Tom Benson Jesuit Center. They are focusing on fundraising the remaining amount. This new building and its central location on campus will help foster and strengthen the Jesuit & Catholic identity and mission on campus. Two students shared their experiences with mission and ministry programs including retreats, and the Ignacio Volunteers programs in Belize and Jamaica. The Ignacio Volunteers have a new program to South Africa available for undergraduate students this year also.

d. Communications Committee (A. Hotard, E. Walsh, M. Pak, J. David) – Email sent out campus wide, and received many anonymous comments for the Senate review and discuss.

e. Conflict of Interest (C. Forte, D. Cousin) – Reviewed six cases but didn't find any conflicts.

f. Fringe Benefits Committee (S. Duplantis, C. Forte, J. Flettrich, C. Marshall, R. Clements) – We will be transferring on January 1 to United Healthcare. A few changes have been made to the new plans, including areas such as birth control. Ms. Forte stated that she voted against us switching from Blue Cross Blue Shield stating three of her doctors were not a part of the stated, "97% network coverage." Decided not to go with Blue Cross due to any increase in premiums, it would have to be covered by the staff and faculty insured. We also weren't grandfathered in Blue Cross anymore.

g. Monroe Hall Updates (B. Jacobs) – On schedule for completion for December on interior of building. Will move some displaced departments to get departments into their permanent home. Time will be short, so will be a quick move for many. The construction yard will start being cleaned in November, while Calhoun Street will be cleaned starting this week.

h. Parking (D. Cousin) – Many appeals, and most have been denied.

i. Elections (K. Gros, S. Duplantis, C. Forte, C. Luwisch) –

j. Strategic Planning (B. Jacobs) – Next meeting is tomorrow, Oct. 15, with implementation starting soon.

k. University Budget Committee (B. Jacobs) – The deficit of 13-14 was projected under 4 million, and deficit came to 2 million. This year's budget will be about 1.3 million range this year. Beginning to look forward to next year's budget planning. Looking to balance the fiscal realities, to tuition increase, and faculty/staff merit increases. Mr. Jacobs has been up-front with the committee regarding the difficulties in replacing staff members leaving Loyola, given our current rates of pay. Mr. Jacobs is advocating for a merit increase for our staff in the next year

budget, given that the staff has already gone two years without an increase. Three years in low enrollment, we may face a cumulative fiscal hit. The Voluntary Severance Package has no cap, and they can bring packets until the 28th. Target is set at 25% of those that can choose the VSP, will take it. Financial cuts are hurting some areas more than other areas. Cutting has been across the board, but some departments have fixed expenses that can't be changed and have no room for cuts. Future cuts will have to be strategically re-allocated more effectively.

l. **Vendor Policy** (C. Luwisch) – No report

m. **Smoke Free Campus** (A. Rubin) – See Robbie Reed intro comments

8. **Continuing Business**

a. **Staff Morale** – No report

9. **New Business**

- a. **Anonymous staff comments** – Need a balance between other options vs cutting Christmas party and staff luncheon. Mr. Jacobs responded, and said additional days (liberal days) off are great but are not permanent. For some areas, staff have to work these days. Mr. Jacobs stated if we can add these days to the vacation calendar in the beginning of the year, it may be beneficial for staff to plan for the days to be more useful. We have been asking for replacement for FRS for many years now, but the financial cost isn't doable at this time. Great financial cost upfront and annually.

Mr. Jacobs was asked to draft a resolution for review by the Senate expressing the Senate's concern regarding another year without a merit increase.

10. **Adjourn** – Mr. Marshall moved to adjourn, and Mr. Davis seconded the motion at 3:35pm.